

Headquarters

EMPLOYEE BULLETIN

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CIVIL SERVICE DISCONTINUED SERVICE RETIREMENT
AND CIA INVOLUNTARY RETIREMENT

1. In January 1970 the Agency implemented a policy, announced by the Civil Service Commission, which allowed Federal Agencies to be more liberal in retirement under the discontinued service provisions of the Civil Service Retirement Act. Under these liberalized procedures the Agency may request by letter the resignation of an employee who meets all the requirements for involuntary retirement, is employed in an organizational component where a surplus of personnel exists and is willing to be retired as surplus. Concurrently, we extended the CIARDS policy to provide for involuntary retirement of participants who meet all requirements for involuntary retirement, are employed in an organizational component where a surplus exists and are willing to be involuntarily retired. These additional options for early retirement made it possible for interested employees to retire on an annuity at an earlier date than would otherwise be possible. The two new options also combined to provide a valuable mechanism for reducing the Agency's on-duty strength in order to reach reduced ceiling authorizations.

2. In order to retire under these options an employee must meet the following requirements:

Civil Service System

a. Attained 50 years of age and have completed 20 years of creditable Federal service, or

b. Have completed 25 years of creditable Federal service at any age.

CIA System

Have completed 25 years of creditable Federal service at any age, have 10 years service with CIA and 60 months of qualifying service.

3. These options for retirement will continue only as long as a surplus in personnel strength exists. It is not possible at this time to predict how long this situation will last. In order to assist interested employees in planning for the future, it has been determined that these options will be available until 30 June 1971.

4. Employees who desire additional information should get in touch with their Personnel Officers.

DISTRIBUTION: ALL EMPLOYEES